Michigan Department of Career Development
Office of Career and Technical Preparation

List of All Data Fields in CTEIS

A = Automatically entered
O = Optional
R = Required
RA = Required, if applicable
&⁊ = Highly Recommended
❊ = Impacts this Activity
⌘ = Applies

Screen Title	Tab Title	Field No.	Field Name	4483-A	4483-D	4301	Added Cost Funding	Performance Indicator	Required (R) or has a Related Field in (⌘) CEPI/SRSD	Follow Up	Possible District Download
Student Entry	Demographics (D)	SD-1	CTEIS ID (Internal)	A	A	A		⌘	⌘	⌘	
Student Entry	Demographics (D)	SD-2	SSN	O	O	O			⌘		⌘
Student Entry	Demographics (D)	SD-3	School ID	&⁊	&⁊	&⁊		⌘	⌘		⌘
Student Entry	Demographics (D)	SD-4	Last Name	R	R	R			R	⌘	⌘
Student Entry	Demographics (D)	SD-5	First Name	R	R	R			R	⌘	⌘
Student Entry	Demographics (D)	SD-6	Middle Initial	R	R	R			R	⌘	⌘
Student Entry	Demographics (D)	SD-7	Address 1	R	R	R			⌘	⌘	⌘

Module	Component	Code	Field							
Student Entry	Demographics (D)	SD-8	Address 2	O	O	O				)(
Student Entry	Demographics (D)	SD-9	County	O	O	O				)(
Student Entry	Demographics (D)	SD-10	City	R	R	R		)(		)(
Student Entry	Demographics (D)	SD-11	State (Default to *Michigan*)	R	R	R				)(
Student Entry	Demographics (D)	SD-12	Zip Code	R	R	R		)(		)(
Student Entry	Demographics (D)	SD-13	Phone 1	&	&	R			)(	)(
Student Entry	Demographics (D)	SD-14	Phone 2	&	&	&				)(
Student Entry	Demographics (D)	SD-15	Date DOB	R	R	R		R	)(	)(
Student Entry	Demographics (D)	SD-16	Age	A	A	A				
Student Entry	Demographics (D)	SD-17	Exit Status *(Previously Graduate)*	O	O	R	)(	)(	)(	)(
Student Entry	Demographics (D)	SD-18	Grade	R	R	R	)(	R	)(	)(
Student Entry	Demographics (D)	SD-19	Gender	R	R	R	)(	R		)(
Student Entry	Demographics (D)	SD-20	Race/Ethnic	R	R	R	)(	R		)(
Student Entry	Demographics (D)	SD-21	Multi-Racial	RA	RA	RA	)(	)(		)(
Student Entry	Demographics (D)	SD-22	Sending District *(Previously Home District)*	R	R	R	)(	R	)(	
Student Entry	Demographics (D)	SD-23	Sending Facility *(Previously Home Facility)*	R	R	R			)(	
Student Entry	Demographics (D)	SD-24	Student Organization	RA	RA	RA				
Student Entry	Demographics (D)	SD-25	Special Populations	A	A	A				
Student Entry	Demographics (D)	SD-26	Disabled	RA	RA	RA	)(	)(		)(
Student Entry	Demographics (D)	SD-27	Type (*Disability*)	RA	RA	RA		)(		)(

Student Entry	Demographics (D)	SD-28	Disadvantaged • Academic • Economic	RA O	RA O	RA O		)( )(	)((Acad)		)( )(
Student Entry	Demographics (D)	SD-29	LEP	RA	RA	RA		)(	)(		)(
Student Entry	Demographics (D)	SD-30	Juvenile Offender	RA	RA	RA		)(	)(		)(
Student Entry	Demographics (D)	SD-31	Single Parent	RA	RA	RA		)(	)(		
Student Entry	Demographics (D)	SD-32	Displaced Homemaker	RA	RA	RA		)(	)(		
Student Entry	Demographics (D)	SD-33	CTE GPA			A					
Student Entry	Demographics (D)	SD-34	US Citizen	O	O	O					
Student Entry	Demographics (D)	SD-35	Primary Language	O	O	O			)(		
Student Entry	Demographics (D)	SD-36	Substance Abuse	O	O	O			)(		
Student Entry	Enrollment (E)	SE-1	CSC (Course Section Code)	R	R	R	※	)(			
Student Entry	Enrollment (E)	SE-2	Entered	R	R	R	※	)(			)(
Student Entry	Enrollment (E)	SE-3	Exited	RA	R	R	※	)(			
Student Entry	Enrollment (E)	SE-4	Completion Status	RA	RA	R		)(	R	※	
Student Entry	Enrollment (E)	SE-5	Enr_4483	A	A	A	※				
Student Entry	Enrollment (E)	SE-6	YrEnd-4301			A					
Student Entry	Enrollment (E)	SE-7	Follow-up			A			R	※	
Student Entry	Enrollment (E)	SE-8	SemGrade 1	R	R	R					
Student Entry	Enrollment (E)	SE-9	SemGrade 2	R	R	R					
Student Entry	Enrollment (E)	SE-10	Progr.Status	O	O	O					
Student Entry	Enrollment (E)	SE-11	Attendance	O	O	O					
Student Entry	Enrollment (E)	SE-12	Grades	O	O	O					

Student Entry	Enrollment (E)	SE-13	Task Achv	O	O	O					
Student Entry	Contact Info (C)	SC-1	Contact Last Name	O	O	O					
Student Entry	Contact Info (C)	SC-2	Contact First Name	O	O	O					
Student Entry	Contact Info (C)	SC-3	Relationship	O	O	O					
Student Entry	Contact Info (C)	SC-4	Priority	O	O	O					
Student Entry	Contact Info (C)	SC-5	Address 1	O	O	O					
Student Entry	Contact Info (C)	SC-6	Address 2	O	O	O					
Student Entry	Contact Info (C)	SC-7	City	O	O	O					
Student Entry	Contact Info (C)	SC-8	State	O	O	O					
Student Entry	Contact Info (C)	SC-9	County	O	O	O					
Student Entry	Contact Info (C)	SC-10	Postal Code	O	O	O					
Student Entry	Contact Info (C)	SC-11	Comments	O	O	O					
Student Entry	Contact Info (C)	SC-12	Home Phone	O	O	O					
Student Entry	Contact Info (C)	SC-13	Work Phone	O	O	O					
Student Entry	Contact Info (C)	SC-14	Alternate Phone Type #1	O	O	O					
Student Entry	Contact Info (C)	SC-15	Alternate Phone #1	O	O	O					
Student Entry	Contact Info (C)	SC-16	Alternate Phone Type #2	O	O	O					
Student Entry	Contact Info (C)	SC-17	Alternate Phone #2	O	O	O					
Student Entry	Contact Info (C)	SC-18	Illness	O	O	O					
Student Entry	Contact Info (C)	SC-19	Report Card	O	O	O					
Student Entry	Contact Info (C)	SC-20	Mailings	O	O	O					
Student Entry	Contact Info (C)	SC-21	Release OK	O	O	O					

Student Entry	Contact Info (C)	SC-22	Emergency	O	O	O					
Student Entry	Follow-Up (F)	SF-1	Date Surveyed							RA	
Student Entry	Follow-Up (F)	SF-2	Reason for Noncontact							RA	
Student Entry	Follow-Up (F)	SF-3	In Sept of last year, were you								
Student Entry	Follow-Up (F)	SF-4	Between Sept of last year and now								
Student Entry	Follow-Up (F)	SF-5	Now Attending school or college?							RA	
Student Entry	Follow-Up (F)	SF-6	Quality of vocational training used at school or college?							RA	
Student Entry	Follow-Up (F)	SF-7	School or Program type?							RA	
Student Entry	Follow-Up (F)	SF-8	Military Service							RA	
Student Entry	Follow-Up (F)	SF-9	Working for Pay?							RA	
Student Entry	Follow-Up (F)	SF-10	Hours Worked per week?							RA	
Student Entry	Follow-Up (F)	SF-11	Quality of vocational training used at work?							RA	
Student Entry	Follow-Up (F)	SF-12	Level of job satisfaction							RA	
Student Entry	Follow-Up (F)	SF-13	Hourly wage?							RA	
Student Entry	Follow-Up (F)	SF-14	Looking for a job?							RA	
Student Entry	Follow-Up (F)	SF-15	Full-time homemaker?							RA	
Student Entry	Follow-Up (F)	SF-16	Telephone/Mail							RA	
Student Entry	Follow-Up (F)	SF-17	Name of Proxy							RA	
Student Entry	Follow-Up (F)	SF-18	Information collected from								

Category	Type	Code	Field								
Student Entry	Follow-Up (F)	SF-19	Employer							RA	
Student Entry	Follow-Up (F)	SF-20	Immediate Supervisor Name							RA	
Student Entry	Follow-Up (F)	SF-21	Immediate Supervisor Phone							RA	
Student Entry	Follow-Up (F)	SF-22	Job Title								
Student Entry	Follow-Up (F)	SF-23	Location								
Student Entry	Follow-Up (F)	SF-24	School								
Student Entry	Follow-Up (F)	SF-25	Area of Study								
Student Entry	Follow-Up (F)	SF-26	Survey Comments								
Course Section Entry (CS)		CS-1	Course Section Code (CSC)	R	R	R	❋				
Course Section Entry (CS)		CS-2	Course Name	A	A	A	❋				
Course Section Entry (CS)		CS-3	Class Section Start Date	RA	RA		❋				
Course Section Entry (CS)		CS-4	Class Section End Date	RA	RA		❋				
Course Section Entry (CS)		CS-5	Class Section Meets (Start Time)	O	O						
Course Section Entry (CS)		CS-6	Class Section Meets (Ending Time)	O	O						
Course Section Entry (CS)		CS-7	Course Section Period	R	R		❋				
Course Section Entry (CS)		CS-8	SSN (Instructional Staff)	R	R	R	❋				
Course Section Entry (CS)		CS-9	Name (Instructional Staff)	A	A	A					
Course Section Entry (CS)		CS-10	CTE Certified (Instructional Staff)	O	O	O					

Course Section Entry (CS)		ID	Field								
Course Section Entry (CS)		CS-11	Type (Instructional Staff)	R	R	R					
Course Section Entry (CS)		CS-12	Add New Staff (Button)	RA	RA	RA					
Course Section Entry (CS)		CS-13	Delete Staff (Button)	RA	RA	RA					
Course Section Entry (CS)		CS-AA	Modify Staff (Button)	RA	RA	RA					
Course Section Entry (CS)		CS-14	Semester	A	A		※				
Course Section Entry (CS)		CS-15	Estimated Beg Enrollment	RA							
Course Section Entry (CS)		CS-16	Course Type	R	R						
Course Section Entry (CS)		CS-17	Number of Weeks	R	R		※				
Course Section Entry (CS)		CS-18	Minutes Per Week	R	R		※				
Course Section Entry (CS)		CS-19	Room Number	R	R						
Course Section Entry (CS)		CS-20	Use Enrollment Line Only	RA	RA	RA					
Course Section Entry (CS)		CS-21	Beg • Wage-Earning • 19.0101 Only	A R	A R		※				
Course Section Entry (CS)		CS-22	End • Wage-Earning • 19.0101 Only	A R	A R		※				
Course Section Entry (CS)		CS-23	Dsb (Disabled) • Wage-Earning • 19.0101 Only	A R	A R						
Course Section Entry (CS)		CS-24	Dsv (Disadvantaged) • Wage-Earning • 19.0101 Only	A R	A R						

Course Section Entry (CS)		CS-25	LEP (Limited English Proficiency) • Wage-Earning • 19.0101 Only	A R	A R						
Course Section Entry (CS)		CS-26	Female • Wage-Earning • 19.0101 Only	A R	A R						
Course Section Entry (CS)		CS-27	State Course Name	A	A	A					
Course Section Entry (CS)		CS-28	CEPD	A	A	A					
Course Section Entry (CS)		CS-29	Fiscal Agency	A	A	A					
Course Section Entry (CS)		CS-30	Operating Agency	A	A	A					
Course Section Entry (CS)		CS-31	Operating Building	A	A	A					
Course Section Entry (CS)		CS-32	PSN	R	R	R	※				
Course Section Entry (CS)		CS-33	CIP	A	A	A	※				
Course Section Entry (CS)		CS-34	CN (Course Number)	R	R	R	※				
Course Section Entry (CS)		CS-35	BM (Beginning Month)	A	A	A					
Course Section Entry (CS)		CS-36	SN (State Section Number)	A	A	A					
Course Section Entry (CS)		CS-37	WE/LME/COOP (Wage-Earning/ Life Mgmt/Coop)	A	A	A			) (		
Course Section Entry (CS)		CS-38	Area Program	A	A	A					
Course Section Entry (CS)		CS-39	Session	O	O						
Course Section Entry (CS)		CS-40	Grades Tracking								
Course Section Entry (CS)		CS-41	Attn Tracking								

Course Section Entry (CS)		CS-42	Task Achv Tracking									
Course Section Entry (CS)		CS-43	Curriculum									
Course Section Entry (CS)		CS-44	Rpt 4483 Series	A	A		❀					
Course Section Entry (CS)		CS-45	Rpt 4301 Series			A						
Course Section Entry (CS)		CS-46	Rpt Follow-Up								A	

K. Matrix of Data Fields Required.doc